

Jennifer Melcher

Fort Collins, Colorado

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[LinkedIn](#)

WORK EXPERIENCE

August, 2022 - Present

Braiden Dining Center, Colorado State University, Residential Dining Services, Fort Collins, CO - Student Supervisor

- Lead shifts and supervise team members.
- Train new employees at different stations.
- Open, operate, and close a variety of stations.

May, 2024 - August, 2025

Applebee's Grill & Bar, Fountain, CO - To Go Specialist, Server

- Took orders over the phone and used a POS system.
- Completed and delivered orders to guests through carside.
- Learned to serve multiple tables at a time with a variety of guests.

July, 2025 - August, 2025

Holiday Inn Colorado Springs Airport, Colorado Springs, CO - Front Desk Agent

- Check in and check out guests.
- Create and manage reservations.
- Greet guests and deal with their requests and complaints.

March, 2023 - March, 2025

Catering by Housing & Dining Services, Colorado State University, Residential Dining Services, Fort Collins, CO - Student Supervisor

- Set up, run, and clean up events well, supervising team members and delegating tasks.
- Run events with guests ranging anywhere from one to over four thousand.
- Operate various software programs, such as Microsoft, Infor, and NetMenu.

OTHER EXPERIENCE

October, 2024, October, 2025

Hospitality and Event Management Homecoming Tailgate - Food and Beverage Department

- Designed and executed tailgate menus in alignment with event goals.
- Collaborated with other departments on budgeting, theme development, and run of show.

January, 2025 - May, 2025

Gifford Cafe - Manager

- Managed a student-run cafe, overseeing daily operations.
- Developed weekly lessons, guiding students throughout the course.

SKILLS

- Leadership
- Time Management
- Customer Service
- Teamwork
- Communication
- Problem-Solving
- Decision-Making
- Delegation
- Food Preparation
- Catering
- Event Planning

CERTIFICATIONS

Certification in Hotel Industry Analytics (CHIA)

Issued December, 2025 -

Expires December, 2029

TIPS Certification

Issued November, 2024 -

Expires November, 2027

ServSafe Food Handler Certification

Issued April, 2023 - Expires

April, 2026

EDUCATION

August 2022 - May 2026

Colorado State University, 711 Oval Drive, Fort Collins, CO 80521 - B.S. in Hospitality and Event Management, Minor in Business Administration

August 2018 - May 2022

Widefield High School, 615 Widefield Dr, Colorado Springs, CO 80911 - High School Diploma